

**SUMMARIZED MINUTES
HUMAN SERVICES COMMISSION
THURSDAY, MAY 25, 2006**



**VIA LINDA SENIOR CENTER
10440 E. VIA LINDA
SCOTTSDALE, AZ 85258**

CALL TO ORDER

Chair Bachmann called the meeting to order at 5:07 pm.

ROLL CALL

Present: Chair Bachmann, Vice-chair Reid and Commissioners Berg, Bowers, Fausel and Hemmingsen

Also Present: Connie James, Mark Bethel, Donna Brower, Jan Cameron, Cindy Ensign, Phil Hershkowitz, Vicki French, Valerie Kime Trujillo and Justin Lisonbee

APPROVAL OF MINUTES

Chair Bachmann called for a motion to approve the May 11, 2006 meeting minutes. Chair Bachmann moved for approval of the May 11, 2006 meeting minutes; Commissioner Fausel seconded and the motion carried unanimously.

FLORENCE CRITTENTON - REVISED SCOPE OF WORK FOR GIRLS RANCH CDBG PROPOSAL

Justin Lisonbee, Sr. Grant Program Specialist gave a brief overview of the situation with Girls Ranch indicating they need to revise the scope of work to complete different repairs at their Scottsdale group home. Mr. Lisonbee explained that the Commission was specific on the items to rehabilitate at its February 16, 2006 funding recommendation meeting and staff needs Commission approval to proceed. This is not a substantial change to the scope or contract and does not require City Council approval, just approval by the Commission. Ann Polunski, Grant Writer for Florence Crittenton, provided an overview of the agency's request to revise their scope of work. The non-profit agency was awarded \$23,175 in FY 2006/07 CDBG funds for the renovation of the Girls Ranch. The original scope called for the renovations of the air conditioner and installing a new alarm system. The agency is requesting to revise their scope of work originally submitted to allow for the renovations of the kitchen and the installation of a playground for girls who have children. Girls Ranch still intends to install the alarm system with the CDBG funds. The reason for this request is to meet zoning standards. Since the home has been vacant since January, Girls Ranch is in jeopardy of losing zoning status as a residential facility. To get the facility open by July 7, Florence Crittenton is making the necessary repairs to make the home habitable. This includes the repairs of the air conditioning system. Their request to complete the kitchen renovations is something that can be done after the girls move back in the facility. In addition, Girls Ranch has a contract with the Salt River Pima-Maricopa Indian Community to house at-risk girls. All of these girls have young children, so Girls Ranch feels the need to add a play area for them. Ms. Polunsky invited the Commission and staff to attend an open house in July. She will forward invitations to the City.

Commissioner Fausel moved to accept the revised scope of work originally submitted with their FY 2006/07 proposal to meet zoning restriction deadlines. Commissioner Bowers seconded and the motion carried unanimously.

CONFLICT OF INTEREST – EMERGENCY REHABILITATION

Foundation for Senior Living (FSL) was awarded CDBG funds in FY 2005/06 to operate the city's Emergency Rehabilitation Program. An FSL employee has requested assistance from the Emergency Repair Program. The City Attorney's office has reviewed the request and has determined that a conflict under state or local law for the applicant does not exist. Public disclosure is required before HUD will consider a request for an exception to conflict of interest regulations. Staff reviewed pertinent information for the record as a condition of submitting the request to HUD.

CDBG AND SECTION 8 PROJECTIONS

Mark Bethel, Community Assistance Manager, provided an overview of the CDBG and Section 8 Allocation Projections for the upcoming funding year.

Mr. Bethel also informed the commission that as of 4:30 pm that evening, the Community Assistance Office had received information that HUD released related to the reform of the CDBG funding formula. Last year, HUD created a report with four scenarios in changing the formula. This would affect Scottsdale by decreasing 18 to 50 percent of our CDBG funds. HUD is recommending Alternative #4, which reduces the city's CDBG funding by 50 percent. Mr. Bethel explained, based on a quick calculation, that Scottsdale would lose \$600,000 in CDBG funds and \$80,000 for public service activities. Another change to the formula requires that a community receive at least \$518,000 in CDBG funding to be eligible to receive CDBG funding. When HUD does the formula and the city does not qualify for at least the \$518,000, the city would no longer receive CDBG funding. Further, three entitlements added recently, Surprise, Avondale and Prescott Valley would be at risk of being eliminated as well as an already entitled city: Gilbert. In addition, other cities that were projected to be entitlement communities most likely will not receive that entitlement.

Mr. Bethel also added that the city may have a lower poverty rate than that of other communities, but there are over 14,000 people living in poverty in Scottsdale and it seems appropriate that some of the monies should be coming back to Scottsdale. Mr. Bethel said that the next two months would be the best time to send letters to our congressional members.

Commissioners agreed to send a letter to congressional and house members regarding the proposed cuts to CDBG and Section 8.

HUMAN SERVICES GENERAL FUND BUDGET

Ms. James indicated that the city's budget year begins on July 1 and the next budget year planning begins August 1; and, as the CDBG cuts may affect the city, staff is asking the commission about the possibility of putting additional monies in the general fund. She added that at the initial budget hearing in May, the City Council recommended that \$40,000 per year for three years fund the Human Services Campus in downtown Phoenix; so, if the budget passes on June 6, those funds will be included.

Cindy Ensign, Human Services Planner/Budget Specialist, gave an overview of the General Funds and a breakdown of the current Human Services Budget. Staff will solicit input from the commission on the upcoming 06/07 General Fund Budget.

Ms. James stated that as staff starts to go through the budget, if they wish to add something, they would have to give up something else. For example, last year the STOMP program was in the decision package, it wasn't funded, and this year it was in our decision package again and it did make it. So, if the City Council passes the budget on June 6 the program will be funded.

Commission and staff discussed budget and funding options for the upcoming year. The Human Services Commission expressed the desire to have more funds available through the general fund for grants, particularly if CDBG funds are lost. Staff will bring information back to the Commission in September.

OVERVIEW OF THE ENDOWMENT PROGRAM

Cindy Ensign, Human Services Planner/Budget Specialist, gave an overview and historical background of the Endowment program and current funding.

Commissioner Bowers asked how the community learns about Endowment. Ms. Ensign indicated since she has been with Human Services, no one has inquired about Endowment. Valerie Trujillo, Resource Development Specialist, indicated that staff needs to be more assertive in obtaining endowment donors; as such donors take many years of cultivating before they commit to giving large sums of money. She added that it is something she will be looking at next year as she learns more about planned giving.

Ms. Ensign added that information on the Endowment Funds is on the Human Services website, but those interested would have to know to look there.

Chair Bachmann asked if anyone could donate to the Endowment Funds. Ms. Trujillo said yes, the funds are housed with the Arizona Community Foundation, which is a 501(c) 3.

Ms. James added that when the Endowment first began, Arizona Community Foundation was matching the donations dollar for dollar, but they don't do that anymore.

Commissioner Bowers suggested that staff research cultivating the Scottsdale Charros. She added that each year she attends several conferences and inevitably, one of the presentations addresses "Leaving a Legacy" which would fit with the Endowment funds.

Commissioner Hemmingsen suggested putting a piece about the endowments in a flyer or the newsletter that comes out with the water bill.

Commissioner Berg asked if it is possible to put information in the water bill newsletter and Ms. Trujillo said yes.

REVIEW OF THE COMPLETED 2006/07 FUNDING CYCLE AND DETERMINATION OF THE UPCOMING 2007/08 FUNDING CYCLE FOR CDBG/HOME/SCOTTSDALE CARES/GENERAL AND ENDOWMENT FUNDS

Mark Bethel, Community Assistance Manager briefly summarized the funding process just completed and asked the commission for comments or suggestions regarding any changes they have regarding the funding process. Justin Lisonbee asked the Commission members if they have any proposed changes to the existing application formats or scoring sheets for CDBG and HOME Funds. Cindy Ensign, Human Services Planner, asked the Commission members if they have any proposed changes to the existing application formats or scoring sheets for the General Fund, Scottsdale Cares and Endowment.

The Human Services Commission indicated they were pleased with the way the funding process has been going.

SCOTTSDALE CARES

Valerie Kime Trujillo, Resource Development Specialist, provided a history of Scottsdale Cares funding, and discussed who participates in the program and the marketing strategies undertaken since the program's inception.

Commissioner Hemmingsen asked if the option to give a dollar in the water bill is only sent to residential homes. Ms. Trujillo said yes, only residential homes receive the option; however, she said she believed because of the new utility system that there are 41 commercial accounts opting to donate the \$1 per month.

Commissioner Bowers suggested putting a catchy phrase such as "Get more Bang for your Buck – look inside." She added that she surveyed her friends and most did not know where their money would go, so they opt not to donate the funds. She then asked if there was a way to put a few words on the bill or the envelope that indicate where the Scottsdale Cares funds benefit.

Ms. Trujillo said that a focus group sent a very clear message that they didn't know where the money went and once they did they were more likely to donate the funds; it is a consistent education piece that is necessary.

Commissioner Fausel asked if Scottsdale Cares has been highlighted at any major events. Ms. James indicated that yes, Human Services has had a booth at many major events in the valley.

Chair Bachmann asked if the Scottsdale Tribune or the Scottsdale Pride would be receptive to printing stories that focused on the agencies who receive Scottsdale Cares funds and the people who benefit from the funds. Ms. Trujillo indicated that there have been success stories in the Scottsdale Pride. She added that the Tribune used to run a column called "Neighbors Helping Neighbors," but they changed management and no longer wanted to continue the column.

Ms. James added that the Season for Sharing is the Republic's own fundraising campaign, and they have others.

Commissioner Bowers suggested that students in the Marketing classes at Scottsdale Community College have to do projects and perhaps Scottsdale Cares could be such a project. Ms. Trujillo said that she has discussed that idea with the City's Public Information Coordinator, as well as targeting ASU marketing students.

COMMISSION PRESENTATION SUGGESTIONS FOR 06/07

Connie James, Human Services Director, discussed with commission their ideas, preferences, interests for presentations for next year's agenda.

Commissioner Bowers asked that the Scottsdale Prevention Institute do a presentation on how they utilize the funding received by the city.

Commissioner Hemmingsen suggested a presentation from Value Options. She also suggested a presentation from Community Services of Arizona and other housing agencies, adding that the Housing Board could attend that meeting.

Commissioner Fausel asked who would take over Margie Frost's position at the East Valley Men's Shelter. Ms. James indicated she hadn't heard anything. Ms. Trujillo stated that a Mesa Human Services person contacted her to ask what our funding was last year and this year for the shelter.

Chair Bachmann asked about the Housing Board's involvement in our funding process next year. Ms. James indicated that the Housing Board has two new members and they are very interested in condominium conversions at this point. Mr. Bethel added that there is no longer a staff liaison for the Housing Board, but they should be filling that position soon and when they do, he will coordinate with them regarding our funding process.

Chair Bachmann said it would be nice to have a meeting that focused on housing issues.

Chair Bachmann also suggested a meeting that dealt with senior issues and asked about a senior center further north of Via Linda. Ms. James indicated there is currently no land for such a center; however, there has been discussion about a Phase III for the Via Linda Senior Center, which is currently beyond capacity.

Chair Bachmann also suggested a presentation on the effects of the proposed reduced funding of CDBG; specifically highlighting agencies that could be affected. He asked if agencies would be notified of the reduced funding, should it happen. Mr. Bethel said yes, that is part of the process of the CDBG funding cycle. Ms. James added that each year CDBG funding has been threatened, staff has written a white paper that explains what would happen if the city loses funding.

Ms. James asked the commissioners to email her throughout the summer if they had any other ideas for next year's agenda.

STAFF AND COMMISSION UPDATES

Ms. James thanked the commission for the great job that they did this year and that she and all of Human Services staff appreciate all the help the commission provides. She added that many people have remarked to her what a great commission we have in Human Services.

Ms. James reminded the commission that on May 31, Human Services would be holding their Volunteer Tea at the Chaparral Suites at 2:00 PM.

OPEN CALL TO THE PUBLIC

Chair Bachmann made an open call to the public for comments/questions/announcements or other business. There were no replies.

ADJOURN REGULAR MEETING

With no further business to discuss, Chair Bachmann requested a motion to adjourn the meeting. Chair Bachmann moved to adjourn the meeting and Vice-chair Reid seconded. The motion carried unanimously and the meeting adjourned at 7:05 pm.

NOTE: IN ACCORDANCE WITH PROVISION OF THE ARIZONA REVISED STATUTES, THE SUMMARIZED MINUTES OF THE HUMAN SERVICES COMMISSION MEETINGS ARE NOT VERBATIM TRANSCRIPTS. ONLY THE ACTIONS TAKEN AND DISCUSSION APPEARING WITH QUOTATION MARKS ARE VERBATIM.

SUBMITTED BY:

**Recording Secretary
Mary Beth Hollmann**

REVIEWED BY:

**Connie James
Director, Human Services**

Officially approved by the Human Services Commission on ____9/14/06____